

**City of Cody  
Contractors' Board  
Thursday, January 22, 2015**

A regular meeting of the City of Cody Contractors' Board was held in the Conference Room of City Hall in Cody, Wyoming on Thursday, January 22, 2015 at 12:00 PM.

Present: Roy Holm-Chairperson; Vice Chairperson-Andy Cowan; Tom Quick; Merle Nielson; Gerald Stroh; Mike Kelly; Richard Zickefoose; Scott King, Building Official; Lynn Stutzman, Engineering Administrative Assistant.

Absent: Gene Kelly; Paul Sandbak; Donny Anderson

Attendees: Scott Balyo, Executive Director-Chamber of Commerce; Sheila Enriquez Lucas, Visitor Center & Membership Manager-Chamber of Commerce

Chairman Roy Holm called the meeting to order at 12:00 PM.

New members were introduced. Mike Kelly, Building Contractor position and Richard Zickefoose, HVAC position.

Returning member is Roy Holm, PELS, Civil Engineer/Architect position.

Gerry Stroh made a motion, seconded by Tom Quick, to nominate Mike Kelly as Contractors' Board Chairman for 2015. Vote was unanimous, motion carried.

Tom Quick made a motion, seconded by Gerry Stroh to nominate Andy Cowan as Contractors' Board Vice Chairman for 2015. Vote was unanimous, motion carried.

Outgoing Chairman Roy Holm turned the meeting over to incoming Chairman Mike Kelly.

Roy Holm made a motion, seconded by Merle Nielson, to approve the agenda for the January 22, 2015 regular meeting with modifications. Vote was unanimous, motion carried.

Merle Nielson made a motion, seconded by Andy Cowan, to approve the minutes for the December 18, 2014 regular meeting. Vote was unanimous, motion carried.

Andy Cowan made a motion, seconded by Tom Quick, to approve the license for System Tech, Inc. for a Class B 2015 Low Voltage Electrical Contractor's License. Vote was unanimous, motion carried.

Merle Nielson made a motion, seconded by Richard Zickefoose, to approve the license for LONG Building Technologies for a Class B 2015 HVAC Contractor's License. Vote was unanimous, motion carried.

Public Comments: None

New Business: None

Ongoing Issues:

1. Current and pending jobs:
  - a. West Park Hospital – dietary is completed by the city and the state.
  - b. West Park Hospital – education room review has been started.
  - c. Auto Zone, 610 Yellowstone Ave – Permit is ready. Construction has not started. Contractor is waiting on Quintiliani to demolish existing building.
  - d. Fed Ex, 701 33<sup>rd</sup> Street – New plans were submitted 1/21/15. All the P&Z requirements have not been addressed. Todd has been in contact with the designers.
  - e. Cody Labs Phase 2a, 125 Road 2AB – There were issues regarding fire resistance rating which were resolved last week. Scott is working with the designers on the next phase which is a complicated design. There will be hazardous materials in this phase. Scott will send the plans out to be reviewed by a third-party consultant.
  - f. Two new medical/dental clinics will be coming to Cody. One will be constructed on Yellowstone Ave and the other on Big Horn Ave. Dan Bennion will be forming a corporation with Jim Polk using Jim’s contractor’s license.
  - g. Thad’s Motorcycle Shop – review will be completed by end of January.
2. Detached Storage Shed – Conversation continued from November 2014. The fee was changed to a flat fee of \$50 by Resolution.

Andy Cowan made a motion, seconded by Merle Nielson, to require anchorage on sheds 120 s.f. or greater. If the shed has electrical or plumbing then it will be anchored regardless of square footage. Vote was unanimous. Motion passed.

3. December 2014 and Annual 2014 Building Permit Reports

Matters from Board Members: None

There being no further business to come before the board, Roy Holm made a motion, seconded by Merle Nielson, to adjourn the meeting. Vote was unanimous, motion carried.

Chairperson Mike Kelly adjourned the meeting at 12:47 PM.

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Lynn Stutzman  
Engineering Administrative Assistant